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card
Honorable Edward A. McDermott
Director, Office of Emergency Planning
Executive Office of the President
Washington, D. C.

Dear Mr. McDermott:

Thank you very much for your letter of 25 September inviting me to the banquet on 22 October which closes the Third Training Conference of the National Defense Executive Reserve.

I have been studying my schedule of appointments to see if I might be able to join you. Unfortunately, I find that there just does not seem to be any possibility of my attending on that date. However, I would like Mr. Huntington Sheldon, one of my senior officers, to represent the Agency on this particular occasion. I am fully aware of the importance of strengthening the Executive Program, and I want to take this opportunity to wish you every success in your Conference.

With my kindest regards.

Sincerely,

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/rkg

Distribution:

Orig & 1 - Addressee

1 - DD/I (Mr. H. Sheldon) w/ *huic*

1 - Colonel Grogan

1 - ER

by tmh
John A. McCone
Director
OEP